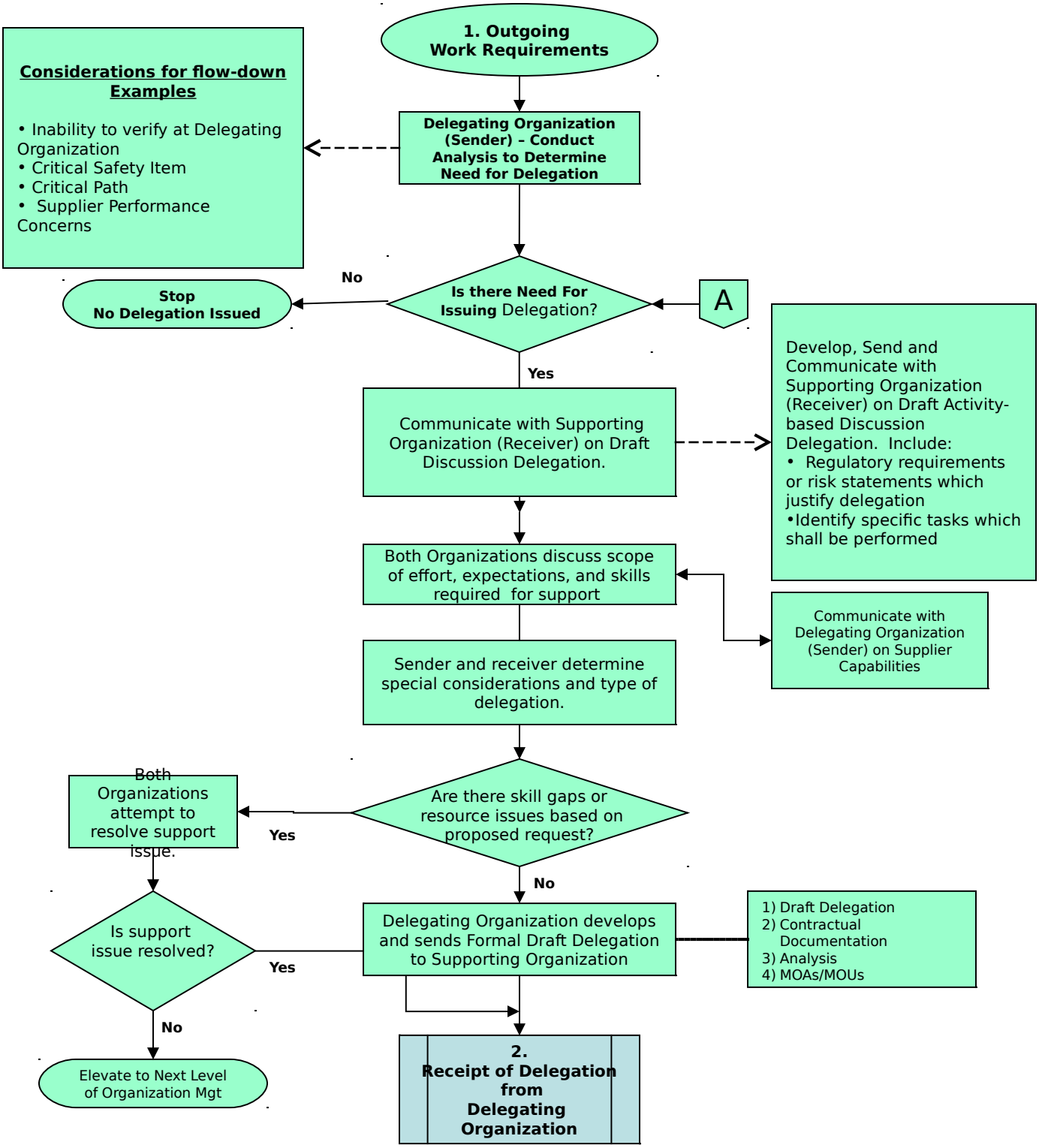
Outgoing Work Requirements Process Flow


1. Outgoing Work Requirements
Considerations for flow-down Examples
• Inability to verify at Delegating Organization
• Critical Safety Item
• Critical Path
• Supplier Performance Concerns
Delegating Organization (Sender) – Conduct Analysis to Determine Need for Delegation
No
Stop No Delegation Issued
Is there Need For Issuing Delegation?
A
Develop, Send and Communicate with Supporting Organization (Receiver) on Draft Activity-based Discussion Delegation. Include:
• Regulatory requirements or risk statements which justify delegation
•Identify specific tasks which shall be performed
Yes
Communicate with Supporting Organization (Receiver) on Draft Discussion Delegation.
Both Organizations discuss scope of effort, expectations, and skills required for support
Communicate with Delegating Organization (Sender) on Supplier Capabilities
Sender and receiver determine special considerations and type of delegation.
Are there skill gaps or resource issues based on proposed request?
Yes
Both Organizations attempt to resolve support issue.
Is support issue resolved?
Yes
No
Elevate to Next Level of Organization Mgt
No
Delegating Organization develops and sends Formal Draft Delegation to Supporting Organization
1) Draft Delegation
2) Contractual Documentation
3) Analysis
4) MOAs/MOUs
2. Receipt of Delegation from Delegating Organization

Receiving Organization Delegation Process Flow